

Classification

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PREPARE IN DUPLICATE		REPORTS INVENTORY		DDS/OTR/SUS-9	
1. TITLE OF REPORT (if a fill-in report include Form No.)				2. TYPE OF REPORT	STATISTICAL <input checked="" type="checkbox"/> NARRATIVE MACHINE-NAME LISTING
Evaluation of OTR Training				ADMIN. GENERAL OTHER (specify)	
3. FUNCTIONAL AREA		PERSONNEL	X	TRAINING	
		LOGISTICS		SECURITY	
		MEDICAL		FINANCE	
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)		6. DISTRIBUTION (No. of components not number of copies)	
4		Annually		DTR, Chrono	
7. FORMAT (memorandum, form computer print-out, etc.)		8. ADP PROCESSING		9. DIRECTIVE AUTHORITY REQUIRING REPORT	
Memo		YES	IF YES GIVE ADP PROCESSING NO.		DTR-5152, dated 26 June 67
X NO					
10. PREPARING COMPONENT (include lowest level contributing information to report) C/SUS (DC/SUS-MT) (DC/SUS-AT/CTF)		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) 2 (MT and AT)			
12. COST FACTORS					
A. MANUAL PREPARATION AND REVIEW COSTS					
GRADE	HOURLY RATE	X HOURS PER REPORT	= COST PER REPORT	X TIMES PREPARED	= COST PER YEAR
15 (2)	12.80	6	76.80	1	76.80
14 (4)	11.00	5	55.00		